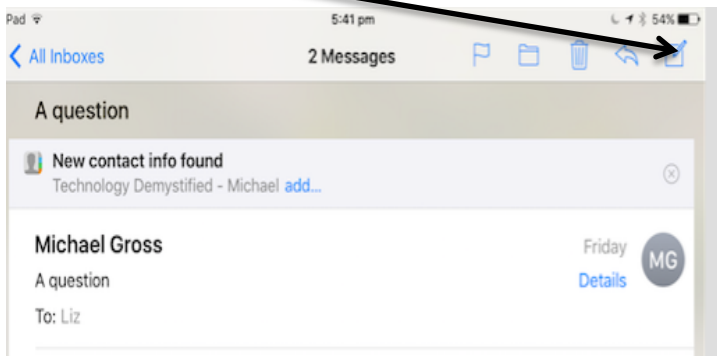


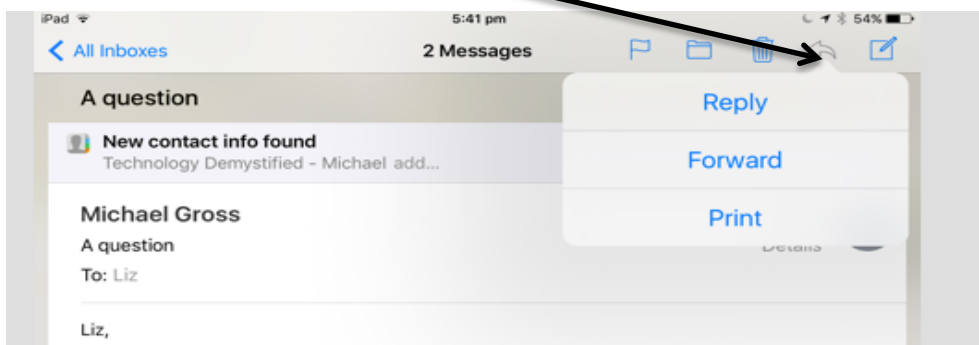
Icons in Mail

- Open mail then starting from the **right hand side** of your menu bar look at what each of the task icons do.
- Think about when you might use these tasks

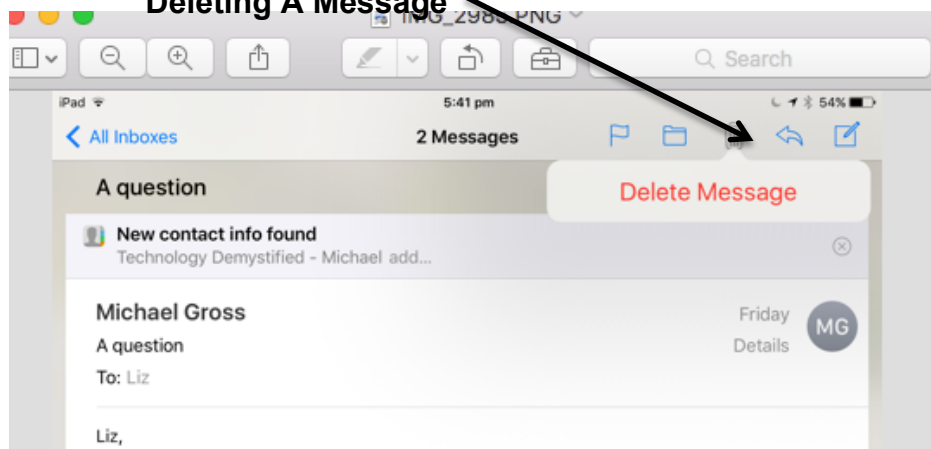
New Message



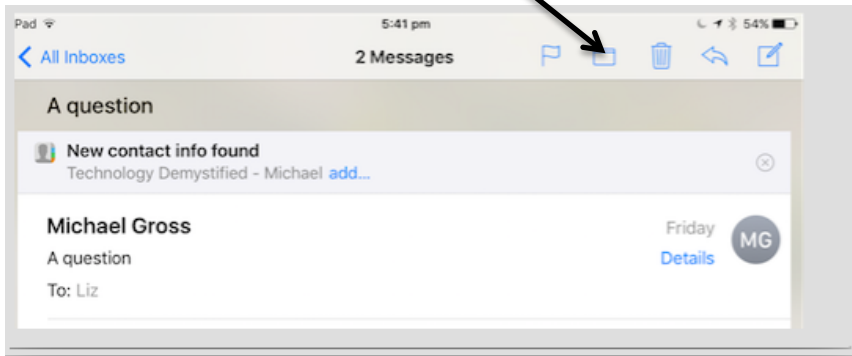
Replying, Forwarding and Printing



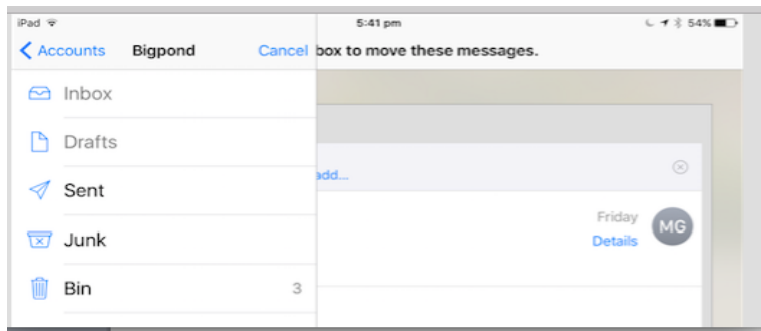
Deleting A Message



Moving Mail to Other Folders



These are the options to move mail to these folders



Flagging

